

LANDSCAPE ARCHITECTS SECTION
Examining Board of Architects, Landscape Architects, Professional
Engineers,
Designers and Land Surveyors
MINUTES
MADISON, WISCONSIN
July 17, 2002

PRESENT: Bernie Abrahamson, Jay Fernholz, Ruth G. Johnson and Rick Rettler

STAFF PRESENT: Mary Forseth, Gina York and other DRL Staff
were present for a portion of the meeting

GUESTS: None

CALL TO ORDER

The meeting was called to order at 10:00 a.m. by Jay Fernholz, Chair. A quorum of 4 members was present.

AGENDA

MOTION: Bernie Abrahamson moved, seconded by Ruth Johnson to adopt the agenda as amended. Motion carried unanimously.

MINUTES (02/14/2002)

Addendum To Minutes:

☐ Page 3, "CLARB" title move and center just under "Section Member Activity".

MOTION: Ruth Johnson moved, seconded by Bernie Abrahamson to accept the minutes as amended. Motion carried unanimously.

ADMINISTRATIVE REPORT

BUREAU DIRECTOR'S REPORT

SECRETARY HERRERA

Secretary Oscar Herrera presented information to the board regarding the status of the state budget for the next fiscal year period. The Department of Regulation and Licensing (DRL)

would like the input of the Boards regarding the Continuing Education Program issues and the importance of the planning stage for this program. The cost of implementation, resources and funding for this program is crucial.

Secretary Herrera would like to create an advisory committee (one member from randomly chosen boards) to be assigned to working on the CE issue to provide input to appropriate individuals in the budget office. He would like the endorsement of the Boards regarding budget items, which impact on services, credentialing, enforcement, and education program areas. The board discussed having a representative on the committee, possible fee increase and would like some monies set aside for the Bureau Director to attend national conferences.

SECTION ROSTER

The Roster was reviewed and is correct.

2002 MEETING DATES

The 2002 meeting dates were reviewed and approved.

TO-DO LIST

The list was reviewed and all items have been accomplished.

It was decided that Experience Timeline (form #1995) would be revisited at a later time. The Section will continue to use as is for now.

GUIDELINES FOR REVIEWING APPLICATIONS

The Section will revisit at another time and will continue with current procedures.

LICENSURE SUPPORT RESOURCE GUIDE

Mary Forseth, Bureau Director distributed "The Licensure Support Resource Guide" manual to members of the Board.

REGULATORY DIGEST ARTICLES

Mary Forseth will contact CLARB directly to obtain the article on CLARB's designer short courses related to watershed quality.

SUMMARY REPORTS ON PENDING COURT CASES, DISCIPLINARY CASES AND ADMINISTRATIVE RULES AND PRESS RELEASES

Noted.

LEGISLATIVE ISSUES

A Request for Legislation dated June 4, 2002 regarding continuing education language was reviewed by the Board.

MOTION: Bernie Abrahamson moved, seconded by Rick Rettler to approve the legislative proposal allowing the Board to make rules regarding continuing education. Motion carried unanimously.

CLARB

There was a short discussion about nominating a Board member to attend the upcoming CLARB Conference in September.

MOTION: Rick Rettler moved, seconded by Bernie Abrahamson to approve Jay Fernholz to represent the Board at the CLARB conference. Motion carried unanimously.

Jay Fernholz will be attending the CLARB conference on September 12-14, 2002 in New Orleans. Mary Forseth will check if the out-of-state travel for the CLARB conference has been approved.

Two memorandums sent from Clarence Chaffee, Executive Director of CLARB were distributed to the board as well as a recruitment brochure for landscape architects.

CONTINUE EDUCATION PROGRAM PLANNING

Barb Showers presented background information to the Board asking their input and assistance to the Department's plan for future continued education program resources. She shared components of the CE program to be considered during this planning stage such as:

- ◆ Determining requirements.
- ◆ How will licensees know what is acceptable?
- ◆ How will compliance be monitored?
- ◆ Compliance waiver options.
- ◆ How will non-compliance be disciplined?

In the area of monitoring and staffing such a program, discussion continued on resources, budget requests, fiscal impact, a possible increase of fees and legislative efforts to implement such a program.

Lengthy discussion on each of the above areas took place. The Board will be pursuing a legislative proposal regarding continuing education requirements with the burden of proof on the licensee. CLARB has a list of approved courses that will be reviewed by the Board. Guidelines for KSA (knowledge/skills/abilities) requirements for CLARB courses and decisions on methods of delivery will need to be made. The Board is interested in having audits done at the end of each licensure cycle. Those audited would need to show sufficient proof of compliance of the continued educational credits they claimed.

ADMINISTRATIVE RULES

No rule changes at this time.

SECTION MEMBER ACTIVITY

JAY FERNHOLZ

Mr. Fernholz received information that James Ritzer is being bestowed as a fellow in San Jose, CA.

Also, Mr. Fernholz was chosen to be a member of a nationwide committee at ASLA. Mr. Fernholz has joined and paid the required fee and is awaiting further information.

PRACTICE ISSUES

PRACTICE ACT VERSES TITLE ACT

The Landscape Architect Association has started action to change Wisconsin's title act to a practice act. The association wants every state to be a practice state. The Board decided that this is an issue to be addressed by the state chapter of ALSA.

DISCUSSION WITH DIVISION OF ENFORCEMENT – COMPLAINT PROCEDURES

Noted.

UNLICENSED INDIVIDUALS ADVERTISING IN YELLOW PAGES

Noted.

EXAMINATION ISSUES

A candidate which was approved by the Board to take the exam had a problem when going to take the test at CTS. The Board inquired when the individual is notified by DRL they have been

approved to take the exam by the Board; is there something in that letter to instruct the candidate to contact Continental Testing Service (CTS) or what steps they should take next? Mary Forseth will follow up with other staff on the answer to this question.

MISCELLANEOUS CORRESPONDENCE/INFORMATION

Noted.

NEW BUSINESS

Currently there is one professional member vacancy in the Section and a recommendation of Wayne Tlusty was given which would depend upon acceptance by Mr. Tlusty and the Governor's appointment process. Also, the Board would like to invite Teresa Adler to the October 2002 meeting for a plaque presentation for her service on the Board.

The Section discussed preparation for filling vacancies as term dates of existing members expire. Also any additional roles those members hold on other committees or ongoing assignments and how those positions/activities would be covered.

RECESS TO CLOSED SESSION

No cases, applications, or class one hearings pending before the Board at this time.

RECONVENE IN OPEN SESSION

Not required.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION

No vote required.

ADJOURNMENT

MOTION: Rick Rettler moved, seconded by Bernie Abrahamson, to adjourn the meeting at 12:30 p.m. Motion carried unanimously.